

UNCLASSIFIED

Approved For Release 2002/05/02 : CIA-RDP81-00000000000240020-3
USE ONLY

CONFIDENTIAL

SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

25X1A

EXTENSION

3383

NO.

DATE

8 January 1968

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. SPA-DDS
7D10 Headquarters

Harry, attached is a listing of most of the items submitted to our task force on Administrative Authorities by the Heads of Support Services in response to the written and verbal requests that were levied upon them for inputs.

These proposals were submitted to us both in writing and by oral presentations before the task force.

We hope to start writing our report soon. Before doing so, however, we would like to clear up the uncertainty in our minds whether we should:

(a) confine our findings and recommendations to items in col. (1),--proposals requiring the adoption of external authorities;

(b) confine our findings and recommendations to items in cols. (1) and (2)--proposals requiring the adoption of either other admin. authorities or benefits and services provided elsewhere, (that we could establish under own authority); or

(c) extend our findings and recommendations to all issues submitted by Heads of Support Services--cols. (1) through (3).

It would be appreciated if you would obtain an expression of the DDS's desire, in order that the task force can conclude its activities.

25X1A

SECRET

ISSUES PRESENTED TO TASK FORCE BY SUPPORT SERVICES

Item	Adopt Other Administrative Authorities (1)	Follow Benefits and Services Provided Elsewhere* (2)	Internal Proposal Only (3)
<p>Provide up to 40 hours administrative leave regarding PCS moves.</p> <p>Use Foreign Service Regulations for domestic moves to avoid personal costs.</p> <p>Authorize civilian allowances (pay also involved) for military detail.</p> <p>Pay both travel and transportation of effects of overseas resignees to same place (residence of record).</p> <p>Pay travel and transportation of effects of careerist retiree with substantial overseas from his last duty station, [] foreign field, to place he designates.</p> <p>Authorize shipment of HHE from two points within U. S. upon assignment overseas.</p> <p>Authorize home leave after completion of prescribed tour (normally 24 months but varying from 18 to 36 months as approved for certain posts or individuals).</p> <p>Expand current list of special use and protective clothing allowances.</p> <p>Limit home leave to 15 work-days for employee assigned []/adoption of a limitation now in effect in Foreign Service; approved by PAB/.</p> <p>Assist employees in filing claims against commercial companies.</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>X</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p>

25X

25X

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

Approved For Release 2002/05/02 : CIA-RDP81-00314R000600240020-3

Item	Adopt Other Administrative Authorities (1)	Follow Benefits and Services Provided Elsewhere* (2)	Internal Proposal Only (3)
Inspect services of commercial shippers.		X	
Raise amount of invention awards.		X	
Permit approving officials to authorize family per diem up to 30 days (now three days) for TDY en route to PCS point.		X	
Lower approval level to travel approving officials for use of actual expense method in lieu of commuted rate in <input type="text"/> moves when personal costs incurred (up to \$200).			X
Provide uniform mileage rate instead of varying rates or flat amounts in local areas.			X
Grant differential to selected employees for irregular overtime.			X
Allow 10% - 25% differential for hazardous duty.			X
Consider authorization of actual expenses when employee required to be in a long TDY status.			X
Eliminate duplicative standards in Agency regs. for home leave and home leave travel.			X
Provide that both Agency and employee will mutually acknowledge contemplation of employee's return overseas as bases for home leave and Home Service Transfer Allowance.			X
Clarify criteria governing when employee obligated to refund travel expenses for overseas travel and when ineligible for return travel.			X
Define "permanent place of residence" for return travel entitlements, advance return of dependents, etc.			X

25X

2

SECRET

Approved For Release 2002/05/02 : CIA-RDP81-00314R000600240020-3

Define home leave points and require admin. approval before employee's departure overseas. Require each employee to execute a revised overseas agreement, defining employee's travel rights and obligations and stipulating the length of his tour, his home leave point(s) and permanent place of residence.

*Provided by another agency through interpretation of its general legislation.

SECRET

29 DEC 1967

ISSUES DISCUSSED BY ADMINISTRATIVE TASK FORCE

Item	Disposition			
	Favor	Reject	Unresolved	Outside Scope
Authorize civilian allowances for military details.		X		
Provide miscellaneous expense allowance for PCS moves		X		
Use amount of invention awards.	X			
Provide travel and transportation of effects to designated residence of overseas resignees.	X			
Assist employees in filing travel claims against commercial companies.			X	
Inspect services of commercial shippers.			X	
Provide NTE 40 hours administrative leave incident to PCS moves.		X		
Settle computed rate travel cost of termines after departure.			X	
Use Foreign Service Travel Regulations for moves to avoid out-of-pocket cost.		X		
Change approval level from DHS to travel approving officers for use of actual expense method in moves when personal costs exceed computed rate (up to \$200).	X			
Permit approving officers to authorize family per diem up to 30 days (now three days) for TDY enroute to PCS, including operational as well as cover and administrative reasons.	X			
Provide travel and transportation to designated residence for careerist retirees with substantial overseas service regardless of station (U. S. or Field).	X			
Grant domestic temporary lodging allowances on non-taxable basis.			X	

25X1A

25X1A

25X1A

SECRETGROUP 1
Excluded from automatic
downgrading and
declassification

SECRET**ISSUES DISCUSSED BY ADMINISTRATIVE TASK FORCE**

Item	Disposition			
	Favor	Reject	Unresolved	Outside Scope
Authorize shipment of HRE from two points within U. S. upon assignment overseas.	X			
Authorize home leave after completion of prescribed tour of 18 - 36 months.	X			
Prescribe uniform mileage rate instead of varying rates or flat amounts.			X	
Expand current list of special use and protective clothing allowances.			X	
Authorize per diem rates in excess of maximums in certain areas.		X		
Grant 15% differential for irregular overtime.				X
Allow 10% - 25% differential for hazardous duty.				X
Consider authorization of actual expenses when employee required to be in a long TDY status.				X

SECRET